

COUNTY OF LOS ANGELES

MARVIN J. SOUTHARD, D.S.W.
Director

CORA E. FULLMORE, L.C.S.W.
Interim Chief Deputy Director

RODERICK SHANER, M.D.
Medical Director



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DEPARTMENT OF MENTAL HEALTH

<http://dmh.co.la.ca.us>

550 SOUTH VERMONT AVENUE, LOS ANGELES, CALIFORNIA 90020

Reply To: (213) 738-4601
Fax No.: (213) 386-1297

June 5, 2003

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL OF REQUEST FOR APPROPRIATION ADJUSTMENT FOR
FISCAL YEAR 2002-2003 FOR TEMPORARY CLERICAL AND
PSYCHIATRIST PERSONNEL SERVICES
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve the Request for Appropriation Adjustment to transfer funds from Salaries and Employee Benefits (S & EB) to Services and Supplies (S & S) in the amount of \$3,126,000 (see Attachment). This shift will provide sufficient appropriation authority for expenditures incurred for temporary clerical and psychiatrist personnel contract agencies in Fiscal Year (FY) 2002-2003.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Over the past several years, the Department of Mental Health (DMH) has utilized the services of temporary clerical and psychiatrist personnel provided by contracted agencies. This has given DMH a viable alternative to handling emergency situations and meeting unanticipated needs. The use of these qualified temporary agencies on an intermittent and as needed basis has been necessary to fill unanticipated service gaps when existing County employees were unavailable, could not be transferred from other locations, or vacant positions could not be filled timely with permanent new hires.

Board approval is therefore required to approve the Request for Appropriation Adjustment to transfer funds in the amount of \$3,126,000 from S & EB to S & S. Funding for these services has been provided by utilizing vacant budgeted positions. This shift is necessary in order to provide DMH with sufficient appropriation authority to

cover expenditures that have been incurred for both temporary clerical and psychiatric services in FY 2002-2003. This determination of the fiscal impact could not be made until recently when expenditures were calculated for the four contracted temporary personnel agencies prior to the expiration and non-renewal of their agreements.

Implementation of Strategic Plan Goals

The recommended Board action is consistent with the County's Programmatic Goal 7, Health and Mental Health, within the Countywide Strategic Plan. The ability to fund staffing needs on a temporary and intermittent basis has enhanced DMH's effectiveness in service delivery.

FISCAL IMPACT/FINANCING

DMH has utilized qualified temporary personnel agencies on an as needed basis when the utilization of permanent County employee has not been possible. Reimbursement for contracted personnel agencies is based on contracted daily and hourly rates established by DMH. The Request for Appropriation Adjustment to transfer funds from S & EB to S & S in the amount of \$3,126,000 provides the necessary appropriation authority to pay for these contracted temporary personnel services in FY 2002-2003. There is no additional net County Cost.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Pursuant to California Government Code Sections 31000 and 31000.4, your Board is authorized to contract for special services and/or to delegate such function to its constituent County departments to utilize personnel who are specially trained, experienced, expert and competent to perform the special services. These agreements for contracted temporary personnel services have not been utilized to replace County employees impacted by program or budget curtailments.

DMH currently has five temporary psychiatric personnel service agreements in place with Daniel and Yeager, J and C Nationwide, Locum Tenens.com, Psychiatrists Only, and Staff Care, Inc. These were approved by your Board on June 20, 2000 and will expire on June 30, 2003. Your Board recently approved on May 20, 2003, four new temporary psychiatric personnel services agreements with CompHealth, Daniel & Yeager, J & C Nationwide, and Staff Care, which will be effective July 1, 2003, through June 30, 2004, with two automatic one-year renewals at the sole discretion of the Director of Mental Health.

DMH also had four temporary personnel services agreements with Act 1 Personnel Services, CORESTAFF Services, PDQ Personnel Services, Inc., and Venturi Staffing Partners. These were approved by your Board on April 14, 2000, and expired on April 14, 2003. These agreements were not renewed.

Upon Board approval, the Request for Appropriation Adjustment will pay for expenditures incurred by temporary agency contracted services in FY 2002-2003.


IMPACT ON CURRENT SERVICES

With Board approval of the Request for Appropriation Adjustment, DMH will be able to continue to reimburse the temporary clerical and psychiatrist personnel contracted agencies for expenditures incurred in FY 2002-2003. Without Board approval, DMH will not have sufficient appropriation in this fiscal year's budget to pay contractors for expenses incurred this fiscal year.

CONCLUSION

The Department of Mental Health will need one (1) copy of the adopted Board action. It is requested that the Executive Officer, Board of Supervisors, notify the Department of Mental Health's Contracts Development and Administration Division at (213) 738-4684, when this document is available.

Respectfully submitted,


Marvin J. Southard, D.S.W.
Director of Mental Health

MJS:RK:KT:EF

Attachment (1)

c: Chief Administrative Officer
County Counsel
Chairperson, Mental Health Commission

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPARTMENT OF MENTAL HEALTH

DEPT'S.
NO. 435

19

AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

3-Votes

Sources:

Department of Mental Health
Salaries and Employee Benefits
A01-MH-20500-1000
\$3,126,000

Uses:

Department of Mental Health
Services and Supplies
A01-MH-20500-2000
\$3,126,000

This request will provide sufficient appropriation authority for expenditure incurred for temporary clerical and psychiatrist personnel contract agencies in FY 2002-2003.


MARVIN J. SOUTHARD, D.S.W.

Director of Mental Health

CHIEF ADMINISTRATIVE OFFICER'S REPORT

REFERRED TO THE CHIEF
ADMINISTRATIVE OFFICER FOR —

ACTION

RECOMMENDATION

APPROVED AS REQUESTED

AS REVISED

6/4/03

CHIEF ADMINISTRATIVE OFFICER

AUDITOR-CONTROLLER

BY

APPROVED (AS REVISED):
BOARD OF SUPERVISORS

19

NO. 270

JUNE 4 2003

BY

DEPUTY COUNTY CLERK

SEND 5 COPIES TO THE AUDITOR-CONTROLLER